

ASC Meeting Minutes

Date: November 4, 2015

Meeting called to order at:	November 4, 2015 at 4:00 p.m. S517		
Attendance:	<p>Members</p> <p><input checked="" type="checkbox"/> Lisa A</p> <p><input type="checkbox"/> Peter A</p> <p><input checked="" type="checkbox"/> Joan A</p> <p><input checked="" type="checkbox"/> Liz F</p> <p><input checked="" type="checkbox"/> Michael Hayes</p> <p><input checked="" type="checkbox"/> Bonnie Goulet</p> <p><input checked="" type="checkbox"/> Hien N</p> <p><input checked="" type="checkbox"/> Sandra Rooza</p> <p><input checked="" type="checkbox"/> Elma S</p> <p><input checked="" type="checkbox"/> Wade T</p> <p><input checked="" type="checkbox"/> Janet Z, Chair</p>	<p>Alternates</p> <p><input checked="" type="checkbox"/> Eileen G</p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>	<p>Invited Guest</p> <p>Dean Irene Rios-Knauf</p>
Previous Meeting Minutes	<p>Date: Oct 2015</p> <p>Motion by: Bonnie</p> <p>Second by: Joan</p>	Motion to accept minutes: passed	Discussion: none
Old Business	<p>Topic</p> <p>1. Change of Grade</p> <p>2. BOR – Incomplete Policy</p>	<p>Discussion</p> <p>Change of grade forms with distributed by several committee members and the following revisions were discussed.</p> <p>Time limit</p> <p>Miscalculation</p> <p>Missed (found) work</p> <p>Previous Incomplete</p> <p>Other</p> <p>Motion: Dean Irene Rios-Knauf will draft a new change of grade form for review.</p> <p>Motion: Elma S.</p> <p>Second: Bonnie G.</p> <p>Motion Passed</p> <p>Moved to next meeting</p>	<p>Action</p> <p>Dean Rios-Knauf will draft a new change of grade form with recommendations from the committee's discussion.</p>

New Business	Topic		Action
Meeting adjourned at: 5:00	Motion made by: Elma Seconded: Liz	Motion to adjourn passed	
Next meeting:	December 2	Scribe for next meeting: Pete A.	
Respectfully submitted:	Joan Arbusto		